

# **BOARD OF FIRE COMMISSIONERS TOWNSHIP OF OCEAN FIRE DISTRICT NO. 1**

MINUTES OF  
NOVEMBER 23, 2009

## **CALL TO ORDER:**

The regular meeting of the Board of Fire Commissioners was called to order by President Nelson at 8:05 p.m. President Nelson announced that the meeting is being held in compliance with the "Open Public Meetings Act". Public Notice of this meeting was mailed to the Clerk of the Township of Ocean and posted at the Oakhurst Firehouse on February 25, 2009, and advertised in The Coaster and in the Atlanticville on March 5, 2009.

After a salute to the flag, a moment of silence was observed.

## **ATTENDANCE:**

The following Board members were present: James Hiers, Scott Nelson and Russell Williams. Fire District Administrator Arthur Schenck, Fire Marshal Timothy Smith, Deputy Fire Marshal Chris Pujat and the Fire Department and First Aid Squad Officers were also present.

## **MINUTES:**

The minutes of the October 26, 2009 meeting were read. Questions or comments? None. The minutes were unanimously accepted without change.

## **CORRESPONDENCE:**

The following items of correspondence were read for information:

### **Outgoing to:**

NJ Office of the State Comptroller; Re: Providing a copy of our 2008 Audit and Contact Information.

## **EXPENSES:**

Vouchers totalling \$50,060.45 were read and presented by Commissioner Hiers for payment. Hiers motioned to pay all bills. Williams seconded. Questions or comments on the bills.? There were none. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

## **DISTRICT NO. 1 ORGANIZATIONS' REPORTS:**

**Fire Marshal Smith** reported 154 Inspections, including 24 State Registered Establishments, revealing 53 Violations, and 1 Investigations were conducted during the month. 18 Public Education Sessions were held with 330 people attending. This brings the recent Public Education Sessions total to 68, with

2,429 people attending. 63 Smoke/CO Detector Inspections were conducted and \$2,330.00 in fees were collected. They have renewed the "Crash" software in the computers. Received a letter from Knox Box Co. stating that our vehicle key units are obsolete and cannot be repaired in the future. He advised that the Wayside Residence West building is empty and only a few residents are in the East building.

**Deputy Fire Marshal Pujat** reported that the OPTICOM at W. Park and Cindy is still awaiting County action on timing. He advised that the traffic light at W. Park and Hope is a County Light and should not be a problem getting our OPTICOM installed. The cost would be around \$4,000.00 for Equipment and \$4,000.00 for labor to install.

**FAS Lt. S. Green** reported 96 calls for October Mutual Aid was received 18 times and given 10 times. Average Response Time was 5 minutes. Average Crew size was 3. Average time out on each call was 1 hr/1 min. Total manhours were 201.36. She again invited the Board to the Squad's Holiday Dinner on December 14, at 7:00 pm.

**Chief S. Donohue** reported 40 calls. Mutual aid in 1; out 2. He recommended that Stu Newman be approved as a driver on Engine 178.

**FD Lt. J. Morrow** reported that fitting for new gear will be on December 7, 4:00 pm. He wished everyone a Happy Thanksgiving.

**FD Lt. R. Nelson** reported that the FD will hang Christmas Lights on December 2. December 6 will be the Breakfast with Santa. The FD is covering for WLB FD this evening 6:00-11:00 while they are on a drill.

#### **OLD BUSINESS:**

**Hiers** - At the November 2, 2009 Work Session Meeting of the Board, a Resolution was Introduced and Passed as a first reading to Reappoint An Assistant Fire Inspector and A Public Education Assistant. This Resolution was published in full in the Coaster on November 12, and posted at the Oakhurst Firehouse, on November 9, 2009 as required.

We would now like to accomplish the second reading and final passage of this Resolution, which can be by title. To do so, it is now motioned to approve as the second reading the Resolution entitled "Personnel Reappointment Resolution: Assistant Fire Inspector & Public Education Assistant" as previously Introduced, Published and Posted. Williams seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

The Administrator is instructed to publish this second reading and final passage as required.

**Williams** - SCBA Functional Testing was accomplished as scheduled. Only one Mask was unavailable for testing; Ryan Tumpey. Some repairs and adjustments to the Packs and Regulators were performed during testing. Some Masks need replacement parts which were ordered and received; spare masks were temporarily issued in place of those needing repairs. Mike will be repairing the Masks. Thank you to all for your cooperation.

**NEW BUSINESS:**

**Nelson** - We have some 2010 Fire District Election and Budget matters to attend to.

The 2010 Annual Fire District Election will be held on Saturday, February 20, 2010, 2:00 pm to 9:00 pm, here at Fire Station No. 1. Petitions to have one's name placed on the Ballot for Fire Commissioner must be filed with the Fire District Clerk by 4:00 pm on January 4, 2010.

We would like to Introduce the 2010 Fire District No. 1 Budget. To begin, Commissioner Hiers is asked to read the 2010 Budget Message.

**Hiers** - Read Budget Message: (Copy attached)

**Nelson** - Will Commissioner Williams please read the Proposed 2010 Fire District Budget.

**Williams** - Read 2010 Budget: (Copy attached)

**Nelson** - A Public Hearing on the proposed budget will be held here on January 4, 2010, 7:30 pm at the beginning of the Board's Work Session Meeting.

Are there any questions or comments? There were none.

He thanked Art for the good job done on the preparation of the budget.

**Hiers** - To approve the introduced 2010 Fire District Budget the following Budget Resolution is presented:

**2010 BUDGET RESOLUTION  
Board of Fire Commissioners  
TOWNSHIP OF OCEAN  
Monmouth County  
FIRE DISTRICT NO. 1**

**FISCAL YEAR: January 1, 2010 to December 31, 2010**

**WHEREAS**, the Annual Budget for the Township of Ocean Fire District No. 1 for the fiscal year beginning January 1, 2010 and ending December 31, 2010, has

been presented before the Board of Fire Commissioners of the Township of Ocean Fire District No. 1 at its open public meeting of November 23, 2009; and

**WHEREAS**, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.), and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$1,529,367.00, which includes the amount to be raised by taxation of \$1,339,753.00, and total Appropriations of \$1,529,367.00; and

**WHEREAS**, the amount to be raised by taxation to support the district budget, shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount of surplus and miscellaneous revenues set forth in the budget; and

**WHEREAS**, in calculating the amount to be raised by taxation, the Fire District No. 1 has taken into account the assessed valuation of taxable property in the Fire District No. 1.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Fire Commissioners of the Township of Ocean Fire District No. 1, at an open public meeting held on November 23, 2009, that the Annual Budget, including appended Supplemental Schedules, of the Township of Ocean Fire District No. 1 for the fiscal year beginning January 1, 2010 and ending December 31, 2010 is hereby approved; and

**BE IT FURTHER RESOLVED**, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No. 1's outstanding debt obligations, capital lease arrangements, service contracts and other pledged agreements, if any; and

**BE IT FURTHER RESOLVED**, that the Board of Fire Commissioners of the Township of Ocean Fire District No. 1 will hold a Public Hearing on the Budget, and will consider the Annual Budget for adoption on January 4, 2010.

Hiers motioned to adopt this Resolution. Williams seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Williams** - As noted in the Budget Message read earlier, to accomplish the Station No. 1 Engine Room Floor replacement in 2011, we must first get voter approval on a ballot question at the 2010 Fire District Election. It is proposed to include the following question on the 2010 ballot:

Is approval given to remove and replace the Engine Room Floor of Fire Station No. 1, including the aprons/ramps, drains, and related components, in fiscal year 2011, for an estimated cost not to exceed \$250,000.00? Funding for this project will come from the Capital Improvement Reserve account, funds accumulated in anticipation of such a Capital Expenditure. No increase in the Fire District Tax Rate will result from this expense, nor will any Debt Service be incurred to fund this project.

YES     NO

Williams motioned to approve this question. Hiers seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Nelson** - This concludes the 2010 Budget business for this meeting.

The Administrator is asked to file this Introduced and Approved Budget with the State as required.

**Hiers** - Having some funds available in the 2009 budget, we would like to purchase a Thermal Imaging Camera as requested by the FD Officers. The Bullard T4 Thermal Imager with two batteries and 12V truck charger is available under NJ State Contract #71101, through Continental Fire & Safety, for a total cost of \$13,790.00. Hiers motioned to purchase. Williams seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Williams** - The Board would like to approve the purchase of Turnout Gear for the remaining five(5) firefighters on the FD Officers' priority list submitted earlier in the year: Alexander, Green, S. Newman, Morrow and Bob Nelson. Based on our last purchase under NJ State Contract No. 71050, the five sets of turn-out gear will cost \$9,853.75. Williams motioned to allow the officers to proceed with this purchase, including the rescue belt accessory for these and the previous 5 sets of gear purchased earlier this year. Hiers seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Nelson** - Presented attache' case to 2010 incoming OFAS Captain Stefanie Green, wishing her Good luck. The Board has an attache' case for incoming Asst. Chief Alexander also and will present it to him at a later date.

**Nelson** - The Board would like to get a copy of the Membership list sent to the Township for the Incentive Program. In the future we would like to see this list Faxed to the Township Clerk at the beginning of each year as required, with a copy of the list and the Fax receipt provided to the Board. The situation bringing this matter to light now, is that FD member D. Ades submitted a request for Fitness Center Reimbursement for the past year. He has not been active in the FD for a while now, living and working in NY. His request was denied as the

Fitness Center Reimbursement Program provided by the Board is considered an incentive for “Active” or “Life” members for answering calls and to encourage good health and fitness. It is not a gift to anyone who belongs to either organization.

**Hiers** - Also related to this active membership is the fact that the SCBA Mask issued to R. Tumpey was not available for testing with all of the others. We cannot help but ask why does he even have a Mask and gear, as he has not answered a call in a long time. We need to keep a better handle on gear and equipment issued to members, as we all know what this equipment and gears costs.

**FAS Member A. Meistrich** noted that the Squad is having a problem getting equipment back from a member who has moved out of the area. She asked if the Board could help. The Board advised that if the equipment is Fire District Equipment, and the Squad has made an honest effort to get it back with no success, let us know and we can send a letter and follow-up to do whatever is necessary to get it back.

**Hiers** - Motioned to approve S. Newman as a driver on Engine 178 as recommended by the Chief. Williams seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Williams** - The FD has presented a proposal for a Dell Computer to be used for the lamResponding and Rip and Run Systems here at Station No. 1. The cost of this computer and related equipment is \$1,202.69. Williams motioned to allow the FD to purchase this computer. Hiers seconded. Questions? None. Roll call vote of Hiers, Williams and Nelson was unanimous in favor of the motion.

**Nelson** - The Board’s December meeting has changed to Monday, December 21, 2009. Publishing and posting of this date change has been done, as required by the Open Public Meeting Act. The Board will provide some holiday refreshments after the December 21st Meeting.

**COMMITTEE REPORTS:**

**Equipment and Supplies - FD**..... Hiers

-SCBA Mask parts ordered and received.

**Equipment and Supplies - FAS**.....Palmisano, Reu

-Received FAS O’s revised supply request.

**OPTICOM**..... Reu, FM Smith

-Replacement door has been ordered for our control box at W. Park & Rt. 35.

**Maintenance of Apparatus**..... Reu, Schenck

-158 side door step repaired.

-Engine 178. Water Level system repaired. Nice job Mike.

-SCBA Functional Testing done. Kept Mike busy for a couple of days.  
Some masks need repairs.

-Engine 172 fuel pump replaced.

-Engine 172 Preventive Maintenance/Service Performed.

-Engine 175 auxiliary air pump installation on order.

**Station Maintenance:**

**Station No. 1:**..... Williams

-Elevator Test and State Inspection performed. Ok.

**Station No. 2:**..... Hiers

**Liaison to Township of Ocean**..... Nelson

-Requested and received 2009 assessed values with increases for budget prep.

-Requested and received voucher for SFSP grant funds, signed and returned; check received.

**Liaison to First Aid Squad**..... Palmisano

-Re: FAS members lacking Med Exam; Jon Zacsh passed Medical ok.  
What is the status of Jack Shaab?

No medical exam authorization has been requested by FAS O's.  
Background check ok in March, 2009.

-Questions or Comments ?

**Nelson** - Mike Fiorentino was out of work last week with a Kidney Stone. We're glad to see he is back to work today and doing good.

**Nelson** - Art will be on vacation the weeks of November 30 and December 7, back to work on Tuesday, December 15.

**Nelson** - FAS Applicant has been calling the FAS Office to leave a message about joining; phone does not answer. It just rings. Is answering machine off? Full? OOS? Please check it out.

**Nelson** - Congratulations to newly elected 2nd Lt. of the FD Chris Sorrentino; and, newly elected Sgt. of the FAS Leah Zimmerman.

***Happy Thanksgiving to all.***

The Meeting was adjourned at 8:59 pm.

Respectfully submitted,

Arthur S. Schenck, Jr.

Fire District Administrator

MINNOV09